



Ministry of Justice – Magistrate’s Court

**Invitation for Quotations
Construction Works for
Pangai Ha’apai Courthouse**

**Project: “Enhancing Court Implementation of the Family
Protection Act 2013”**

Project Working Group

**Ministry of Justice
Magistrate’s Court
Nuku’alofa
Tonga**

Issued Date: 12/12/2025

Bid Ref: TO-MOJ-PROJECT-00225-CW-RFQ

Date: 12/12/2025

INVITATION TO QUOTE

This Invitation for Quotations comprises 9 pages, excluding attachments.

Gentlemen:

1. The Project Working Group and its donor partner, the Family Free of Violence (FFOV), have allocated funds for eligible payments under the contract for which this invitation for quotation is issued. FFOV is a program funded by the DFAT Australia through the Australia Federal Police program.

2 You are invited to submit your price quotation(s) for the supply of the following works:

(i) Construction works for the Pangai Ha'apai Courthouse

The required Bill of Quantities, Drawings, and Specification is attached and will form part of the Purchase Order

3. You must quote for all the items under this Invitation.

4. Your quotation in the required format **(Signed Attachments 1 and 2)** should be addressed and submitted to:

Project Manager
Magistrate's Court Office
Nuku'alofa
Attention: Timote Lomu

Telephone: +676 7212340
Email: mote.m.lomu@gmail.com

5. Your quotation in duplicate and in English language should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English language) for each item quoted, including names and addresses of firms providing service facilities in Tonga where appropriate.

6. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in Paragraph 4 is **24 December 2025 (1230 hrs Tongan Time)**.

7. Quotations by electronic means are acceptable.

8. Signing of the Contract is subject to receiving the Building Permit from the Ministry of Infrastructure.

9. Your quotation(s) should be submitted as per the following instructions and in accordance with the Terms and Conditions of supply attached. Please be sure to sign both your quotation (Attachment 1) and the Terms and Conditions of Supply (Attachment 2) and return the same to the Purchaser.

(i) PRICES AND DELIVERY: The prices should be quoted in Tongan Pa'anga for delivery, DAP as specified on the technical specs provided. Prices must be quoted in TOP and include all applicable taxes, duties, and levies, as well as the Consumption Tax (CT), at the current time.

(ii) EVALUATION AND AWARD OF ORDER: Offers determined to be substantially responsive to the commercial requirements and technical specifications will be evaluated by comparison of their prices. The award will be made to the firm offering the lowest evaluated price and that meets the commercial and technical requirements.

In the case of contracts awarded by way of competitive bidding and in the case of any contract with a value in excess of \$ 10,000, notice shall be given to the other bidders, specifying the name and address of the proposed successful bidder and the price of the contract, but the contract shall not be signed until at least 14 days have passed following the giving of that notice.

(iii) VALIDITY OF THE OFFER: Your quotation(s) should be valid for a period of 60 days from the date of receipt of quotation(s) as indicated in Paragraph 6 of this Invitation to Quote.

(iv) OTHER DOCUMENTS REQUIRED: The following documents must accompany your quotation:-

- **Declaration of Eligibility in the form provided, signed by the Bidder**
- **Certified Copy of current Tax Clearance Certificate**
- **Full contact Details (telephone/Email, and full address)**
- **Copy of business Registration**
- **Minimum of 3 Reference Letters**
- **3 similar works from the past 2 years**

10. Further information can be obtained from:

Penisimani Lomu

Telephone: 7727362

Email address: fuikefulomu@gmail.com

10. Please confirm by telex or electronic post the receipt of this invitation and whether or not you will submit the price quotation(s).

Attachment 1.

To: Ministry of Justice – Project Working Group

Dear Working Group,

We present herewith our quotation, including attachment 2 for the undernoted items. We undertake to hold this quotation valid for a period of 60 (sixty) days following the latest submission date. If we are favoured with your acceptance of our quotation, we undertake to begin delivery immediately and comply with all requirements, specifications, delivery, terms and conditions of supply detailed in the attached Terms and Conditions to which we affix our signature.

Quotation
CONSTRUCTION WORKS OF THE PANGAI HA'APAI COURTHOUSE

Note:

Price shall allow for consumption tax

Price rate shall include for workmanship and material

In the event of a discrepancy between the unit price and the total, the unit price shall prevail.

DAP shall be within 3 months from signing the contract

Signed for the Bidder

Full name, Address of Bidder with Contact details

Date:

Attachment 2.

Terms and Conditions of Supply

Project Name: Construction Works for the Pangai Ha'apai Courthouse

Purchaser: Ministry of Justice – Project Working Group

Contract No: TO-MOJ-PROJECT-00225-CW-RFQ

1. Prices and Schedules for Construction Works

BOQ (Attached)

[Note: In case of discrepancy between unit price and Total derived from unit price, unit price shall prevail]

2. **Fixed Price:** The prices indicated above are firm and fixed and not subject to any adjustment during contract performance.
3. **Country of Origin:** A certificate of origin will be required for each item. *(Not Required)*
4. **Payment Schedule**

Payment Schedule		Description	Details
1 st Tranche	20%	Release when 20% after sign the contract	
2 nd Tranche	20%	Release when 20% of the work completed	Complete of demolish all existing plumbing's and fixtures - 20% complete as per Progress Reporting Template
3 rd Tranche	25%	Release when 25% of the work completed	Complete half of the construction work - 50% complete as per Progress Reporting Template
4 th Tranche	30%	Release when 30% of the work completed	Complete all of the construction work Practical completion - 100% complete as per Progress Reporting Template
5 th Tranche	5%	Release when 5% of the work completed	After 3 months from the practical completion – 5% the final payment

Each of your invoice claims will be made 100% against a valid Receipt signed and issued by a representative of the Project Working Group receiving the goods or services, evidencing delivery, together with your invoice for payment. Payment will be made within 30 (thirty) days of the receipt of the aforementioned documents.

5. **Warranty:** N/A
6. **Packaging and Marking Instructions:** *(Not Required)*
7. **Required Technical Specifications & Drawings** *(Attached)*

Drawing No.	Drawing Title
A.06	Structural notes

The Supplier confirms compliance with the above specifications. In case of deviations, the supplier must list all such deviations.

8. **Failure to Perform:** The Purchaser may cancel the Purchase Order if the Supplier fails to deliver the Works, in accordance with the above terms and conditions, in spite of a 21 day notice given by the Purchaser, without incurring any liability to the Supplier.
9. **Eligibility:** The Contracting Entity requires all Bidders to meet the following criteria, to be eligible to participate in public procurement-
 - (a) that the Bidder has the legal capacity to enter into the contract;
 - (b) that the Bidder is not insolvent, in receivership, bankrupt or being wound up, its affairs are not being administered by a court or a judicial officer, its business activities have

not been suspended and it is not the subject of legal proceedings for any of the foregoing;

- (c) that the Bidder has fulfilled its obligations to pay taxes and social security contributions;
- (d) that the Bidder has not, and its directors or officers have not, been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurement proceedings; and
- (e) that the Bidder does not have a conflict of interest in relation to the procurement requirement.

The Bidder is expected to sign and provide with his Bid the Declaration of Eligibility contained in this document.

- 10. **Corrupt, fraudulent Practices** - Bidders should be aware that a Bidder who engages in corrupt, collusive, fraudulent, coercive or obstructive practices will have their proposals rejected and may further be subject to prosecution under the laws of Tonga.
- 11. **Termination** - The Purchaser may, by written notice sent to the Supplier, terminate the Purchase Order in whole or in part at any time for its convenience:
 - (i) if the Supplier fails to perform the Works within the time period(s) specified in the Purchase Order; or
 - (ii) if the Supplier fails to perform any other obligation(s) under the Purchase Order; or if the Supplier, in either of the above circumstances does not cure its failure within a period of (5) five calendar days after receipt of a notice of default from the Purchaser specifying the nature of the default(s); or
 - (iii) if the Supplier, in the judgment of the Purchaser, has engaged in any corrupt or fraudulent, collusive, coercive or obstructive practices in competing for or in executing the tasks under this Purchase Order;
- 12. **Applicable Law** -This Purchase order and any goods, services or works supplied are subject to the Laws, Regulations and norms of the Kingdom of Tonga.
- 13. **Defect Period:** Shall be 3 months from completion date of works

Name of Supplier _____

Address of Supplier:

Authorized Signature _____

Place:

Date:

Declaration of Eligibility

All Bidders must meet the following criteria, to be eligible to participate in public procurement ***Bidders must provide a signed declaration on their company letterhead in the following format. If the Bid is being presented by a joint venture or consortium all members must sign the declaration***

Dear Sirs

Re Bid Reference#: TO-MOJ-PROJECT-00225-CW-RFQ

In accordance with the eligibility requirements of the Procurement Regulations and the Bid documents we hereby declare that:

- (f) We, including any joint venture partners or consortium partners are a legal entity and have the legal capacity to enter into the contract;
- (g) We are not insolvent, in receivership, bankrupt or being wound up, our affairs are not being administered by a court or a judicial officer, our business activities have not been suspended and we not the subject of legal proceedings for any of the foregoing;
- (h) We have fulfilled our obligations to pay taxes and social security contributions;
- (i) We have not, and our directors or officers have not, been convicted of any criminal offence related to our/their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurement proceedings; and
- (j) That we do not have a conflict of interest in relation to the procurement requirement.

Signed

Date:

Drawings (Attached)